

[Blue Sky Fund](#) is a non-profit organization in Richmond, VA that provides transformational experiences for urban youth through outdoor education. We are looking for candidates with the passion, skills, and abilities to strengthen and expand one of our three core programs - the Explorers program.

Explorers is an experiential education program through which we partner with 2nd-5th grade classrooms in the Richmond Public School (RPS) system. Each partner school participates in seven to eight monthly field trips in the Richmond area. These trips incorporate: team-building activities designed to build/help students recognize resilience skills, experiential lessons correlated to Virginia Department of Education Standards of Learning (SOL) science objectives, and nature exploration. Through this program alone, we serve approximately 1,600 students per month and employ 22 part-time staff (September thru May) in support of our organization's two overarching program goals:

1. Help children achieve academic success, especially in the sciences, through active outdoor education that is appropriate for their current science curriculum.
2. Develop character and leadership through outdoor experiences that expand horizons, increase confidence, and build collaboration skills.

Job Title: Academic Program Manager

Job Responsibilities:

1. Enhance and implement program goals and best practice models for academic/school-based programming.
2. Direct and manage daily operations of Explorers Program to include:
 - Curriculum development
 - Coordinate transportation logistics for program
 - Site identification and reservation
 - Program budget management
3. Hire, train, and manage all staff, interns, and volunteers that help to lead and serve in programs under supervision.
4. Build new community partnerships and deepen relationship with existing program partners (RPS, school principals and teachers, program site partners).
5. Evaluate and report on program goals both internally and externally.
6. Maintain documentation of program manuals and lesson curriculum.
7. Research best practices in outdoor science education and incorporate into program models under your supervision.
8. Use gifts, strengths, and competencies in ways that enhance the overall success of the organization.

Job Requirements:

1. Passion for Blue Sky's mission.
2. Previous experience in experiential education.
3. Demonstrated management and/or leadership experience. Ability to build team among staff, and deploy employees effectively into programs.
4. Professional, clear, and effective communication skills (both verbal and written). Ability to work well with a diverse group of stakeholders inside and outside the organization.
5. Bachelor and/or Masters degree in Science-related field strongly preferred. Experience developing science curriculum for elementary grades a plus.
6. Ability to participate in outdoor, physical activities during academic programs such as (but not limited to): climbing, hiking, lifting (up to 50 lbs.), playing games and sports.
7. Positive, flexible team player willing to help out where needed across the organization.

Job Details:

Full-time, salaried position, \$38,000 - \$50,000/year DOE with professional development stipend and generous paid time off. No health benefits at this time. Typical weekly schedule is Monday thru Friday.

Contact Information:

Please contact with interest, referrals, or request of more information. Interested candidates should submit cover letter, resume, and contact information for at least two professional references by email to:

Amanda Payne, Operations Director

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